

Personal Information

Name:

Address:

DOB:

Social Security #:

Driver’s License #:       State:       Exp. Date:

Phone: Cell:       Home:       Work:

Email address:

Employer:       Position/Title:

**Spouse/Partner**

Name:

Address:

DOB:

Social Security #:

Driver’s License #:       State:       Exp. Date:

Phone: Cell:       Home:       Work:

Email address:

Employer:       Position/Title:

**Children**

Name:       DOB:       Financially Dependent?

Name:       DOB:       Financially Dependent?

Name:       DOB:       Financially Dependent?

Name:       DOB:       Financially Dependent?

**Grandchildren**

Name:       DOB:

Parents:

Name:       DOB:

Parents:

Checklist for Financial Planning Engagement

Copies of recent pay stubs or income summary

Social Security benefit statements

Most recent Tax Return

Completed Budget Worksheet (next page)

Current statements all personal debt including credit cards, student & auto loans

Checking, Savings & CD statements

Most recent statements from each investment account

Retirement plan statements

Annuity statements

Insurance policy statements (Life, Disability, Long Term Care)

Copies of wills, trusts, POA’s

If applicable details of trust distributions and family gifts

Names of financial, legal and tax advisors

Any other pertinent information to share with us?

Real Estate

Property Address:

Purchase Year:       Purchase Amount:

Current Value:       Tax Basis:

**Current Mortgage/Home Equity Statements**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Primary Residence** | **Secondary Residence** | **Investment Property #1** | **Investment Property #2** |
| Institution Name |  |  |  |  |
| Loan Type (Mortgage, Home Equity Loan) |  |  |  |  |
| Original Loan Amount |  |  |  |  |
| Date of Loan |  |  |  |  |
| Current Balance |  |  |  |  |
| As of Date (Current Balance) |  |  |  |  |
| Interest Rate |  |  |  |  |
| Loan Terms (Years) |  |  |  |  |
| Payment Frequency |  |  |  |  |
| Repayment type (P&I or interest only) |  |  |  |  |
| Payment |  |  |  |  |

Expenses

|  |  |  |
| --- | --- | --- |
| **Description** | **Current Amount** | **Retire Amount** |

|  |  |  |
| --- | --- | --- |
| Alimony | $ | $ |
| Associations/Dues | $ | $ |
| Automobile Fuel | $ | $ |
| Automobile Insurance | $ | $ |
| Automobile Maintenance | $ | $ |
| Automobile Payments | $ | $ |
| Basic Expenses | $ | $ |
| Cable/Internet | $ | $ |
| Charity | $ | $ |
| Child Care | $ | $ |
| Child Support | $ | $ |
| Clothing/Dry Cleaning | $ | $ |
| Clothing/Purchases | $ | $ |
| Memberships | $ | $ |
| Discretionary Expenses | $ | $ |
| Entertainment | $ | $ |
| Food/Dining | $ | $ |
| Food/Groceries | $ | $ |
| Gifts | $ | $ |
| Hobbies | $ | $ |
| Home Furnishings | $ | $ |
| Home Improvement | $ | $ |
| Home Lawn/Maintenance & Trash | $ | $ |
| Home Security | $ | $ |
| Homeowner’s Association | $ | $ |
| Homeowner’s Insurance | $ | $ |
| Maid Service/Nanny | $ | $ |
| Medical/Doctors & Dentists | $ | $ |
| Medical/General | $ | $ |
| Medical/Health Insurance | $ | $ |
| Medical/Prescriptions | $ | $ |
| Miscellaneous | $ | $ |
| Personal Care | $ | $ |
| Pet Care | $ | $ |
| Professional Fees | $ | $ |
| Property Taxes | $ | $ |
| Subscriptions | $ | $ |
| Telephone | $ | $ |
| Travel | $ | $ |
| Utilities | $ | $ |
| Vacations | $ | $ |



Thank you for your business!

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